

REPORTS INVENTORY					CONTROL NO.	
PREPARE IN DUPLICATE					DD5/OC-015	
1. TITLE OF REPORT (If a fill-in report include Form No.)					2. TYPE OF REPORT	
TDY STANDBY ROSTER					<input checked="" type="checkbox"/>	STATISTICAL
					<input checked="" type="checkbox"/>	NARRATIVE
					<input type="checkbox"/>	MACHINE-NAME LISTING
3. FUNCTIONAL AREA		PERSONNEL	TRAINING	ADMIN. GENERAL		
		LOGISTICS	SECURITY	OTHER (specify) STAT		
		MEDICAL	FINANCE	<input checked="" type="checkbox"/>	COMMUNICATIONS	
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)		6. DISTRIBUTION (No. of components not number of copies)		
7		MONTHLY		7 OC-SCD OC-O OC-CCD OC-AMS/		
				7 OC-SPD OC-CS OC-DO		
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT		
MEMO		YES IF YES GIVE ADP PROCESSING NO.		BY OC DIRECTIVE		
		XX NO				
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)		
OC-A/PB						
12. COST FACTORS						
A. MANUAL PREPARATION AND REVIEW COSTS						
GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	=	COST PER YEAR
GS-06/6	\$4.09	40	\$163.60	12		\$1,963.20
B. COSTS OF COMPUTER PRODUCED REPORTS						
TOTAL COSTS PER YEAR						\$1,963.20
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.						
REPORT MAINTAINED TO PROVIDE OC WITH TDYers (FROM EACH DIVISION) WHO WILL BE READY TO TRAVEL . (APPROX 250 STAFF EMPLOYEES)						
14. FUTURE GOALS						
GOAL PROPOSED BY COMPONENT FOR THIS REPORT					ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain)					MAN-HOURS	DOLLARS
<input type="checkbox"/> CHANGE					STAT	
<input type="checkbox"/> DISCONTINUE						
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION				18. EXTENSION
28 September 1970		Approved For Release 2006/11/13 : CIA-RDP75-00399R000100090093-6				
		OC-A/PB				